

Sewer Utility Fund Fund 25

Mission:

The mission of Utilities Engineering and Operations is to provide exceptional customer service while protecting the environment by designing and operating a dependable sanitary sewer collection system.

Goals:

- Develop a cost accounting system for operations to better define the operational cost of each station, gravity systems vs. vacuum systems and the underground maintenance section.
- Keep up with the regulatory environment and the proposed Sanitary Sewer Overflows Regulations (SSO).
- Automate and maintain the “as-built” record drawings to keep the sanitary sewer interface file with GIS up to date and accurate.

Implementation Strategies for FY2003:

- Develop an inventory and cost of the materials routinely used in operations and utilizes the Hansen Work Management Software to track and report.
- Participate with the Hampton Roads Planning District Commission (HRPDC) and attend technical programs and seminars offered.

Budget Issues:

- In FY1999, two Construction Worker positions were added to assist in the growth and demand of projects.
- In FY2000, the major budget issue was the capital outlay for an INTRAC alarm system.
- In FY2001, a position was added to assist in the maintenance of the vacuum sewer systems. The debt service payments for the \$9.4 million Revenue Sewer Bonds issued in December 1999 were added as operational expenses. Funding for the staff of the Utility Billing operations was allocated to this fund and the Solid Waste Management Fund from the General Fund.
- In FY2002, two Equipment Operator positions were included. Increased funding was for vehicle maintenance and a plotter/scanner/copier machine.
- For FY2003, two Construction/Maintenance positions were approved to assist with the growing infrastructure. Also, increased funding was approved for machinery and equipment.

**SEWER UTILITY FUND
FUND 25**

	FY2002 Original Budget	FY2003 Adopted Budget
Revenues:		
Operating	<u>5,167,300</u>	<u>5,462,500</u>
Total	<u><u>5,167,300</u></u>	<u><u>5,462,500</u></u>
Expenditures:		
Operating	3,590,155	3,766,628
Construction / Capital outlay	<u>410,000</u>	<u>380,000</u>
Total	<u><u>4,000,155</u></u>	<u><u>4,146,628</u></u>

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	FY1999 Actual Expenditures	FY2000 Actual Expenditures	FY2001 Actual Expenditures	FY2002 Original Budget	FY2002 Expected Appropriations	FY2003 Adopted Budget	%Change Original 2002/ Adopted 2003
Expenditure by Activity							
Utility Operations	1,709,431	1,752,185	1,883,835	1,946,943	1,946,943	2,073,634	6.51%
Engineering	773,684	848,475	868,459	936,452	936,452	983,360	5.01%
Debt Service	35,424	4,971,368	3,728,088	706,760	706,760	709,634	0.41%
Utility Construction	309,336	986,795	396,806	410,000	1,572,812	380,000	-7.32%
Total Expenditures	2,827,875	8,558,823	6,877,188	4,000,155	5,162,967	4,146,628	3.66%

Expenditure by Category							
Personnel Services	1,449,589	1,561,366	1,704,555	1,871,085	1,871,085	2,003,696	7.09%
Contractual Services	180,229	186,966	189,013	181,300	181,300	205,000	13.07%
Internal Services	129,631	145,501	157,546	157,700	157,700	160,830	1.98%
Other Charges	544,248	529,730	510,859	498,000	498,000	514,200	3.25%
Materials & Supplies	125,215	159,835	151,628	119,100	119,100	119,100	0.00%
Capital Outlay	363,529	1,004,047	435,489	466,200	1,629,012	430,420	-7.67%
Contributions	-	-	-	-	-	3,738	100.00%
Debt Service	35,424	4,971,368	3,728,088	706,760	706,760	709,634	0.41%
Transfers to Other Funds	10	10	10	10	10	10	0.00%
Total Expenditures	2,827,875	8,558,823	6,877,188	4,000,155	5,162,967	4,146,628	3.66%

% of Total FY2003
Funding Sources

Funding Sources							
Permits, Fees, Regulatory Licenses	52,881	34,595	28,972	35,000	35,000	30,000	0.55%
Use of Money and Property	300,466	484,812	521,375	300,000	300,000	300,000	5.49%
Charges for Service	4,615,963	5,152,263	4,872,087	4,832,300	4,832,300	5,132,500	93.96%
Local Miscellaneous	42,490	8,803	21,894	-	-	-	0.00%
Local Recovered Costs	-	-	-	-	-	-	0.00%
Commonwealth Categorical Aid	-	-	174,347	-	-	-	0.00%
Non-Revenue Receipts	8,167	52,751	-	-	-	-	0.00%
Transfers - Other funds	-	54,592	-	-	-	-	0.00%
Total Funding Sources	5,019,967	5,787,816	5,618,675	5,167,300	5,167,300	5,462,500	100.00%

FTE's

Management	2.00	2.00	2.00	2.00	2.00	2.00
Professional/Technical	14.00	14.00	15.50	15.50	15.50	15.50
Admin/Clerical	1.25	1.25	1.25	1.25	1.25	1.25
Trades & Crafts	19.50	19.50	20.50	22.50	22.50	24.50
	36.75	36.75	39.25	41.25	41.25	43.25

